

The City of Norman Historic District Commission APPLICATION FOR CERTIFICATE OF APPROPRIATENESS		Staff Only Use: HD # <u>HD-1615</u> Date <u>9-3-16</u> Received by: <u>[Signature]</u>
Note: Any relevant building permits must be applied for and paid for separately in the Planning and Community Development Office 405-366-5311.		
Address of Proposed Work:		<u>730 Miller</u>
Applicant's Contact Information:		
	Applicant's Name: <u>Hooper Rentals</u>	
	Applicant's Phone Number(s): <u>405.990.0604</u>	
	Applicant's E-mail address: <u>jhoops@cox.net</u>	
	Applicant's Address: <u>201 S Crawford Ave</u> <u>Norman, OK 73069</u>	
	Applicant's relationship to owner: <input type="checkbox"/> Contractor <input type="checkbox"/> Engineer <input type="checkbox"/> Architect <input type="checkbox"/> Other:	
Owner's Contact Information: (if different than applicant)		
	Owner's Name: <u>Jack Hooper</u>	
	Owner's Phone Number(s): <u>990-0604</u>	
	Owner's E-mail:	
Project(s) proposed: (List each item of work proposed. Work not listed here cannot be reviewed.)		
<ol style="list-style-type: none"> 1) <u>to incorporate existing garage into a garage apartment</u> 2) <u>Add addition to existing garage to create</u> 3) <u>a garage apartment or build a stand</u> 4) <u>alone garage apartment.</u> 		
Supporting documents such as project descriptions, drawings and pictures are required see checklist page for requirements.		
Authorization: I hereby certify that all statements contained within this application, attached documents and transmitted exhibits are true to the best of my knowledge and belief. In the event this proposal is approved and begun, I agree to complete the changes in accordance with the approved plans and to follow all City of Norman regulations for such construction. I authorize the City of Norman to enter the property for the purpose of observing and photographing the project for the presentations and to ensure consistency between the approved proposal and the completed project. I understand that no changes to approved plans are permitted without prior approval from the Historic Preservation Commission or Historic Preservation Officer		
Property Owner's Signature:		Date:
<input type="checkbox"/> (If applicable): I authorize my representative to speak in matters regarding this application. Any agreement made by my representative regarding this proposal will be binding upon me.		
Authorized Representative's Printed Name: <u>Jack Hooper</u>		
Authorized Representative's Signature: <u>[Signature]</u>		Date: <u>9/9/16</u>

The City of Norman Historic District Commission
Application Supporting Information:

Supporting documents as indicated on checklist below must be submitted with this application.

Intent: The purpose of documentation is to illustrate what the property looks like NOW, what is proposed, and what the property would look like AFTER proposed work is completed. Drawings need to clearly illustrate existing conditions and proposed conditions.

Drawing Standard: All site plans and drawings must contain the following items at a minimum:

- ☐ Scale
- ☐ North Arrow/Directional reference
- ☐ Dimensions of elements
- ☐ Property Lines/easements/right of ways
- ☐ Specifications of Materials

Minimum Required Document – typical project requirements for proposed work is listed below. Please checks the box of the work proposed and provide supporting documents.

Typical project – Supporting information required:

<input type="checkbox"/> Fence Installation/Replacement – A, B, C, D	<input type="checkbox"/> Window/Door Replacement- A, B, D
<input type="checkbox"/> Garages and Accessory Structures – A, B, C, D, E, F	<input checked="" type="checkbox"/> New Construction – A, B, C, D, E, F, G
<input type="checkbox"/> Driveways, Parking, Paved areas - A, B, C, D, F	<input type="checkbox"/> Additions/Demolitions- A, B, C, D, E, F, G
<input type="checkbox"/> Decks-A, B, C, D, E, F	<input type="checkbox"/> Alterations to exterior – A, B, C, D, E, G
<input type="checkbox"/> Swimming Pools, Storm Shelters - A, B, C, D, F	<input type="checkbox"/> Storage building less than 108 sq ft – A,B,C,D

☐ **A. Project Description – Briefly describe the project and the reason for the alteration.** (Note: you must list each proposed work item on Page 2 of this application under Projects Proposed in order to be reviewed). You may attach additional sheets.

Project description and reason for the alteration:

To disguise the existing metal garage into an incorporated garage apartment that is more historically matching to the existing house.
 (To make the big metal building NOT stand out as a big metal building. This will greatly improve the visuals! ~~W~~)

☐ **B. Documentation of Existing Conditions** – Submit pictures of the appearance, condition and dimensions of any existing materials to be replaced or altered.

☐ **C. Site Plan** – Show existing and proposed structures and site elements. Include following elements as applicable to illustrate proposed work:

- ☐ Buildings, garages, sheds
- ☐ Fences, walls
- ☐ Sidewalks, driveways, parking pads
- ☐ Patios, decks, Swimming pools, etc.

☒ Trees (see F Tree Preservation Plan) *move Magnolia tree to save*

Note: Additions and New Structures need to show adjacent property structures and site elements on the site plan.

☐ **D. Illustration of the proposed design and materials** - Photos, drawings and/or samples must be provided to illustrate the design, materials, and finishes of the work proposed. Provide for all elements that are applicable for work requested:

- ☐ Exterior materials
- ☐ Doors
- ☐ Foundation materials, dimensions
- ☐ Roof, chimneys, roof ridgeline, turbines, gutters

match existing

- ☐ Architectural Elements *wood siding, wainscot*
- ☐ Windows *metal*
- ☐ Steps, ramps, railings *NO*
- ☐ Fences or walls
- ☐ _____

stone to match existing house

☐ **E. Elevation drawings and floor plans indicating existing and proposed features:**

- ☐ Exterior materials
- ☐ Doors
- ☐ Foundation materials, dimensions
- ☐ Roof, ridgeline, chimneys

- ☐ Architectural Elements
- ☐ Windows
- ☐ Porches, stoops, gutters
- ☐ Steps, ramps, railings
- ☐ _____

☐ **F. Trees Preservation Plan showing** – Required for additions, new construction and any project that alters the site. Site plan must include existing large shade trees 8" in diameter or greater and existing ornamental trees greater than 4" in diameter. Any trees proposed to be removed must be indicated. Description of how existing trees will be protected during construction needs to be provided as well. *move magnolia tree to save*

☐ **G. Additional Information Required for New Construction or Additions to be included as part of drawing submitted:**

- ☒ Streetscape elevation drawing showing existing structure and adjacent properties structures.
- ☐ Color Photos of site - front, side and rear
- ☐ Site Plan to include adjacent structures, pavement, and trees located along property lines
- ☐ Topographical information if proposing to change grades of site

- ☒ Floor height of proposed house addition along with adjacent house floor height
- ☒ Total height of proposed house or addition, and adjacent houses
- ☐ Elevation drawings of each façade of the proposed house or addition
- ☐ Floor Plans of house or addition

Revised:
5/22/2015
AIS

